

MILPERSMAN 1300-800

TRANSFER OF PERSONNEL TO OPERATIONAL DUTY (OPERATIONAL SCREENING)

Responsible Office	NAVPERSCOM (PERS-40BB)	Phone:	
		DSN	882-3523
		COM	(901) 874-3523
		FAX	882-2647

NAVPERSCOM CUSTOMER SERVICE CENTER	Phone: Toll Free	1-866-U ASK NPC
---------------------------------------	---------------------	-----------------

References	(a) BUMEDINST 1300.2A (b) NAVMED P-117, Manual of the Medical Department (c) SECNAVINST 1850.4E (d) SECNAVINST 5300.30C
-------------------	--

1. **Purpose.** To establish the requirement for commanding officers to perform an operational screening after a member in their command receives permanent change of station (PCS) orders to operational duty.

2. **Policy.** Operational screening determines suitability of Sailors transferring to Type 2, 3, and 4 duty. For Sailors transferring to Remote/Isolated Duty or Overseas Duty (Type 6), refer to MILPERSMAN 1300-300 for applicable screening procedures.

a. The responsibility for operational screening lies with the Sailor's parent command. Screening Military Treatment Facility (MTF) responsibilities are outlined in references (a) and (b). Parent commands will ensure operational screenings are completed within the timelines in paragraph 3.

b. For Sailors transferring to an operational command within their first year of active duty, the Navy's entrance physical examination will be considered to satisfy the requirements of an operational screening.

c. An operational screening must be completed no later than 30 days after a Sailor is under orders to operational duty.

d. For Sailors who have been disqualified from any program (e.g., submarine, nuclear, air crew duty) due to medical limitations and are requesting conversion, an operational screening must be completed prior to any conversion request being considered. Ensure submarine disqualification or medical waiver process has been completed prior to submission of the operational screening report.

3. **Reporting Requirements.** For personnel found able to return to duty (RTD) after temporary limited duty (TLD) or "Fit for Continued Naval Service" by the Physical Evaluation Board (PEB), responsibilities are outlined in MILPERSMAN 1300-801.

a. For medical limitations identified during operational screening, contact the gaining command and Navy Personnel Command (NAVPERSCOM), Enlisted Distribution Division (PERS-40BB/applicable detailer) for acceptance per this article and reference (a).

b. If a delay in operational screening is anticipated, notify the gaining command and NAVPERSCOM (PERS-40BB) utilizing Exhibit 1, with a "status pending" message, stating the reason for delay and anticipated completion date.

c. For Sailors found **Suitable**: The transferring command will document suitability screening using Exhibit 2 and attach to transfer package.

d. For Sailors found **Unsuitable**:

(1) The transferring command will notify the gaining command and NAVPERSCOM (PERS-40BB) using Exhibit 3.

(2) Ensure report of unsuitability contains the following:

(a) Detailed reason(s) for the finding to include ICD-9 code(s).

(b) Recommendations from the screening MTF regarding medical limitations, prognosis, and indicated administrative actions (e.g., placement on TLD, referral to PEB).

(c) Recommendation from the commanding officer.

(3) Commands with officers who are found unsuitable for operational duty will send an operational unsuitability message to their respective detailer.

4. **NAVPERSCOM Action.** Upon receipt of an unsuitable for operational duty message, NAVPERSCOM (PERS-40BB) will place the 0090 (Not Operationally Suitable) Navy Enlisted Classification (NEC) code in the Sailor's Enlisted Master File (EMF).

a. **For enlisted Sailors,** disposition recommendations will come from the respective detailer and enlisted community manager (ECM). NAVPERSCOM, Disability/Retirements/Limited Duty (LIMDU) Branch (PERS-821), Medical Liaison Officer will coordinate with Bureau of Medicine and Surgery (BUMED), force medical officers, ship medical officers, and overseas MTFs as required for those cases where assignment determinations for different type platforms cannot be readily made.

b. **For officers,** recommendations will come from the respective detailer, placement officer, and officer community manager. NAVPERSCOM (PERS-821) Medical Liaison Officer will coordinate with BUMED, force medical officers, ship medical officers, and overseas MTFs as required for those cases where assignment determinations for different type platforms cannot be readily made.

c. **For both officers and enlisted,** one of the following actions will result if the Sailor is not placed on TLD or referred to PEB:

(1) If a prospective gaining command with medical capabilities appropriate for supporting the Sailor's limitations can be identified, assignment orders will be issued.

(2) If a valid requirement exists at the current command, retain the member until expiration of active obligated service (EAOS) or minimum service requirement (MSR), unless needs of the Navy dictate otherwise.

(3) **For enlisted Sailors only**, one of the following additional actions may result:

(a) As dictated by needs of the Navy, an enlisted Sailor may be allowed to extend/reenlist provided the Sailor can be detailed per MCA priorities. This is different from the first option in that it allows Sailors who are unsuitable for some operational jobs to go to other hard-to-fill jobs.

(b) The Sailor will be instructed to contact his/her command career counselor (CCC) regarding submission of a conversion package to NAVPERSCOM, Active/Reserve Enlisted Career Program Division (PERS-81). COs and CCCs should be aware that most Navy ratings require a Sailor to be world-wide assignable and if the Sailor has been found to be operationally unsuitable, the request for conversion may be disapproved.

(c) If none of the above options apply, the enlisted Sailor's command will be directed to initiate administrative separation (ADSEP) processing per MILPERSMAN 1910-120 by reason of "not worldwide assignable."

5. Administrative Separation (ADSEP)

a. Sailors administratively separated by reason of being "not world-wide assignable" per MILPERSMAN 1910-120 **must not** have a disability as defined in reference (c).

b. Sailors who are awaiting PEB findings will not be administratively separated until conclusion of the PEB process.

c. If an administrative board is required prior to a separation determination, the administrative board may not disregard or change the diagnosis of a medical officer. Sailors can introduce evidence as to the impact that such diagnosis may have on their potential for productive future naval service.

6. Human Immunodeficiency Virus (HIV) Personnel.

Personnel enrolled in the HIV program are governed under reference (d) and are not included in this article.

EXHIBIT 1

OPERATIONAL SCREENING STATUS REPORT

(Use proper message format containing the following:)

FM Transferring Command
TO COMNAVPERSCOM MILLINGTON TN//PERS-40BB/APPLICABLE
DETAILER (for enlisted personnel)/APPLICABLE OFFICER
DETAILER FOR OFFICERS//
INFO GAINING COMMAND (IF APPLICABLE)
BUMED WASHINGTON DC//M3F//
BT
UNCLAS // N01300//
MSGID/GENADMIN//
SUBJ/OPERATIONAL SCREENING STATUS REPORT ICO RANK/RATE,
NAME, SSN (XXX-XX-1234, LAST FOUR DIGITS)//
REF/A/DOC/BUPERS/DMY//
REF/B/DOC/BUMED/DMY//
REF/C/RMG/BUPERS ORDER/DTG//
NARR/REF A IS MILPERSMAN 1300-800 OPERATIONAL SCREENING
PROCESS. REF B IS BUMEDINST 1300.2A. REF C IS ORDER
XXXX//
POC/NAME/RANK/UNIT IDENTIFIER/TEL:DSN/COMM/EMAIL IF
APPLICABLE//
RMKS/1. ORIG UNABLE TO COMPLETE OPERATIONAL SCREENING PER
REFS A THRU C WITHIN THE 30-DAY TIME PERIOD.
2. REASON FOR DELAY:
3. ANTICIPATED COMPLETION DATE:
4. ADDITIONAL INFO FROM MTF (IF ANY):
5. PROVIDER'S NAME, RANK, TELEPHONE NUMBER, AND E-MAIL
ADDRESS.
6. COMMANDING OFFICER'S COMMENTS:
BT

EXHIBIT 2

OPERATIONAL SUITABILITY REPORT

(Attach the following statement to transfer package)

(DATE) SUITABILITY FOR OPERATIONAL DUTY

1. Operational screening per BUPERS Order XXXX completed.
Member is fully suitable for operational duty.

2. Reason for screening: Orders to Type 2/operational
duty.

U. R. SEAWORTHY
By direction

(DATE): I hereby acknowledge the above entry and that I am
fully suitable for operational duty.

(Sailor's Signature)

EXHIBIT 3

OPERATIONAL UNSUITABILITY REPORT

(Use proper message format containing the following:)

FM Transferring Command
TO COMNAVPERSCOM MILLINGTON TN//PERS-40BB/APPLICABLE
DETAILER (for enlisted personnel)/APPLICABLE OFFICER
DETAILER **ONLY** FOR OFFICERS//
INFO GAINING COMMAND (IF APPLICABLE)
BUMED WASHINGTON DC//M3F//
BT
UNCLAS // N01300//
MSGID/GENADMIN//
SUBJ/UNSUITABILITY FOR OPERATIONAL DUTY ICO RANK/RATE,
NAME, SSN (XXX-XX-1234, LAST FOUR DIGITS)//
REF/A/DOC/BUPERS/DMY//
REF/B/DOC/BUMED/DMY//
REF/C/RMG/BUPERS ORDER/DTG//
NARR/REF A IS MILPERSMAN 1300-800 OPERATIONAL SCREENING
PROCESS. REF B IS BUMEDINST 1300.2. REF C IS BUPERS ORDER
XXXX//
POC/NAME/RANK/UNIT IDENTIFIER/TEL:DSN/COMM/EMAIL IF
APPLICABLE//
RMKS/1. OPERATIONAL SCREENING PER REFS A THRU C COMPLETED.
MEMBER IS UNSUITABLE FOR (LIST SPECIFIC UIC/BILLET).
2. REASON FOR SCREENING: ORDERS TO TYPE 2/OPERATIONAL
DUTY.
3. REASON FOR UNSUITABILITY: (MEDICAL OFFICER'S
DIAGNOSIS. UTILIZE ICD-9 CODES WHEN APPLICABLE.)
4. ADDITIONAL INFO FROM MTF (PER REF B):
A. SPECIFIC LIMITATIONS.
B. PROGNOSIS FOR IMPROVEMENT.
C. LIMDU / PEB.
D. PROVIDER'S NAME, RANK, TELEPHONE NUMBER AND E-MAIL
ADDRESS.
5. COMMANDING OFFICER'S RECOMMENDATION://
BT